



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 9021, Olympia, Washington 98507-9021

HOME INSPECTOR LICENSE ADVISORY BOARD MEETING MINUTES

DATE: June 4, 2015

PLACE: City of Shoreline Parks & Recreation
17500 Midvale Ave N
Shoreline, WA 98133
206-801-2600

CONTACT

PERSON: Karen Jarvis, Program Manager
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ORDER OF AGENDA: OPEN SESSION

CALL TO ORDER: Paul Duffau, Chair 9:09 a.m.

A. Attendance

Board Members present: Patrick Knight, Paul Duffau, Charles Buell (via teleconference), Darrell Marsolais & Paul Rogers

Board Members absent: Hugh Kelso & Rob Jones

Staff present: Karen Jarvis & Lona Price

B. Approval of agenda – agenda was approved as presented

C. The March 5, 2015 planning session and regular board meeting minutes were approved as written.

D. Committee reports:

- a. Education (moved before Rules and Standards Committee due to Charles leaving early)
 - i. The committee discussed the 120 classroom hours and whether a portion could be taken online. Staff reported that there was a 2008 opinion from the AG that stated that the 120 hours must be classroom. The rule allows for live lecture, textbook study, video, closed circuit, or other forms of electronic means. There must be an instructor to ask follow-up questions and have discussions about the material.
 - ii. All of the board members would like to see more than 120 pre-license hours, however staff explained that would require a legislative change.
 - iii. Requirements for field training were discussed. Board members are recommending that the rule specify that the experienced instructor have a minimum of 3 years experience as a Washington State licensed home

inspector with a minimum of 3 years experience and has completed a minimum of 300 home inspections. The applicant must complete a minimum of ten home inspections. There was a discussion on whether the home inspections were actual inspections or simulated inspections. The board decided to leave that up to the experienced inspector.

b. Rules and Standards

- i. The board discussed “active member of an association” definition. Staff recommended the definition be: means a member who holds a position as an officer, director, or controlling person in a home inspector association or local chapter. Board wants that language to go forward as a new rule.
- ii. The board discussed out-of-state licensees coming into Washington to obtain a home inspector license. Everyone agreed that if staff verifies that the applicant meets or exceeds the Washington requirements they will be approved to take the Washington portion of the examination. Staff will draft the language for a rule.
- iii. Currently the rule that addresses renewals says that the renewal must be received by the department by the due date. Staff recommended that the rule be changed from received date to the postmark date. That will make it consistent with other programs.
- iv. Staff recommended the 3 hour course in Washington home inspector laws and regulations required under WAC 308-408A-105(1)(a) be removed from the rule. There is currently only one course approved in law and regulations.

c. Changing Business Practices

- i. Talked about a sign-in and sign-out sheets when giving courses. The Board decided to let that be a decision made by the education provider.
- ii. Talked about whether a course that was already approved by NASHI or ASHI should it be automatically approved by the board. This discussion is tabled until the September 17, 2015, meeting in Spokane.
- iii. Discussed whether a home inspector should leave their business card at the home after they complete a home inspection. They decided that should be left up to the home inspector.
- iv. There was a discussion about selling reports. Staff will look into whether there can be a rule change that will prohibit the selling of the reports.

D. The Board discussed the strategy of outreach for the Spokane meeting in September. Paul Duffau said he has several organizations that he can reach out to in eastern Washington.

E. The meeting was adjourned at 12:30 p.m.